

County of Roanoke, Virginia
Policy for Use of General Fund Revenue in Excess of Budget at Year End

I. Background

At the end of each fiscal year, general fund revenues in excess of budget revert to the General Fund Unappropriated Balance. The Board of Supervisors is concerned about maintaining a sufficient level in the General Fund Unappropriated Balance, as outlined in the *General Fund Unappropriated Balance Policy*. In addition, the Board of Supervisors is concerned about setting aside funds to pay as you go for Major County Capital Projects. The National Advisory Council on State and Local Budgeting (NACSLB) has issued guidelines representing standards of excellence in governmental budgeting that include developing a policy on stabilization funds (Principle 2; Element 4; Practice 4.1) and the preparation of policies and plans for capital asset acquisition, maintenance, and replacement (Principle 2; Element 5; Practice 5.2). This policy addresses these standards.

II. Purpose

This policy will establish guidelines to allow funds to build and replenish the General Fund Unappropriated Balance, and to fund the Major County Capital Fund.

III. Policy Guidelines

- A. When the County's accounts are closed at the end of each fiscal year, the revenues in excess of budget will be allocated as follows:
 - a. First to the General Fund Unappropriated Balance, until the maximum amount for the current year is met, as specified in the *General Fund Unappropriated Balance Policy*
 - b. Next to the Major County Capital Fund
- B. Any revenues that have been established to go toward a specific program will be removed from the above allocation
- C. If in any year, the general fund revenues are less than the budget, the difference will be removed from the General Fund Unappropriated Balance